



Understanding MARC Content Designation

Gain a basic understanding of MARC content designation as applied to bibliographic records mainly in the context of printed language monographs. Designed primarily for the training of those involved in the creation or updating of records online, this three-day workshop is based on the MARC 21 Format for Bibliographic Data. Users of all systems based in MARC 21 will benefit from the course.

SEE
REVERSE
FOR MORE
INFORMATION

Date Wednesday, April 2—Friday, April 4, 2003

Time 9:00 a.m. - 4:00 p.m. (Registration begins at 8:30 a.m. There is no entry to the Library of Congress prior to 8:30 a.m.)

Place West Dining Room, 6th floor, Madison Building, The Library of Congress
Use the Main Entrance at 1st Street and Independence Avenue, S.E.,
Washington, D.C.

Metro Capitol South (Orange and Blue Lines)

Sponsor FLICC Education Working Group

Registration \$150 (Registration includes refreshments and training manual.) Registrations may not be shared among multiple participants. Visit the FLICC Educational Programs Web site at <http://lcweb.loc.gov/flicc/feveform.html> to register online, or complete and fax this form to (202) 707-4825.

Request ADA Accommodations five business days in advance at
(202) 707-6362 TTY or ACA@loc.gov.

Information Call FLICC (202) 707-4800; TTY (202) 707-4995

Cancellations Cancellations must be called into the FLICC office (202-707-4800) 48 hours prior to the start of an educational program or the full fee will be charged.

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Name _____ Title _____

Organization _____

Address _____

City, State, Zip _____

Phone and Fax (include area code) Phone: _____ Fax _____

FEDLINK Members: FEDLINK ID _____ FY2003 IAG#2003 _____ Email _____

Registration Fee:

- ☐ Bill the registration fee to my existing FEDLINK Education/Training (FT) account.
- ☐ Establish an FT account or increase the funding in my existing FT account and bill the account for the workshop/program fee. Attached is an FY2003 IAG Amendment Request Transfer Pay Account Adjustment form to move funds from another of my agency's FY2003 FEDLINK accounts.

Other Federal Agencies (Non-FEDLINK Members)

- ☐ Attached is a standard government training form (e.g. SF182 or DD1556) or other billable document from my agency for the amount of the workshop/program. This amount covers the registration fee plus the FEDLINK administrative service fee of 7.75%. The Library of Congress will invoice my agency based on this document.

Register online at
<http://www.loc.gov/flicc/feveform.html>

or fax this form to

FLICC Attn: FPE Registration
Library of Congress
(202) 707-4825

Your registration is not complete until all appropriate documentation is received by FEDLINK and/or your account has been verified. If you will use a training form or purchase order, the originals must be submitted on site at registration.

Understanding MARC Cataloging Designation

Scope of the Workshop

At the end of this course, participants will be able to:

- Learn the meaning of “MARC Content Designation”
- Understand the nature and purpose of the MARC 21 Format for Bibliographic Data
- Define commonly used terms, e.g., tag, indicator, subfield code, delimiter
- Pick out similarities and identifying features of MARC tags
- Work with MARC tags and identify the corresponding field content for bibliographic records
- Apply correct tags and indicators to commonly occurring fields in bibliographic records chiefly for textual monographs
- Associate subfield codes with bibliographic data elements in coding variable data fields in bibliographic records
- Choose codes and other data to be supplied as fixed-length data elements based on the MARC 21 008 field and seen in the context of OCLC and RLIN displays

Prerequisite

Participants should have attended the “Cataloging Concepts: Descriptive Cataloging” workshop or have a working knowledge of descriptive cataloging concepts, rules and procedures.

Training Manual

The course workbook is 414 pages, complete with binder and tabs. Chapters are arranged by MARC tags with exercises at the end of each section. Also contains examples and guidance for applying content designators. The manual can be used as a handy stand-alone reference after the course is completed. Additional copies are \$30 and can be ordered at the workshop.